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Message Text

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PAGE 01 TOKYO 01133 240142Z
ACTION EA-12

INFO OCT-01 ISO-00 EB-08 /021 W
----------112849 240659Z /15
R 240103Z JAN 78
FM AMEMBASSY TOKYO
TO AMEMBASSY WELLINGTON
INFO SECSTATE WASHDC 4578
USDOC/USTS WASHDC

UNCLAS TOKYO 1133

E.O. 11652: N/A
TAGS: ETRD
SUBJECT: FUNDS FOR NEW ZEALAND VISIT USA SEMINARS

SUMMARY: ALLOWABLE COSTS AND BUDGET PROCEDURES FOR NEW ZEALAND VISIT USA SHOWS ARE OUTLINED. END SUMMARY.

RE WELLINGTON 05909, TOKYO 19869. A REVIEW OF YOUR PROJECTED VISIT USA SEMINAR COSTS FOR NEW ZEALAND SHOWS THAT USTS/TYO CAN SUPPORT AS ALLOWABLE COST THE EXPENDITURES ON SITE RENTALS, $750; FURNITURE AND EQUIPMENT RENTALS, $200; PRINTING AND POSTAGE COSTS, $600, AND PUBLICITY PHOTOS, $50. THIS TOTALS $1,600.

BY COPY OF THIS CABLE TO CONTRACTING OFFICER AND BUDGET AND MANAGEMENT OFFICER, AMEMBASSY WELLINGTON, WE ARE OBLIGATING THESE FUNDS TO AMEMBASSY WELLINGTON. COSTS INCURRED UNDER THIS OBLIGATION SHOULD BE CHARGED TO THE FOLLOWING USTS ACCOUNT: US$1600.00-LOCAL CURRENCY-13-80700-05-103-L802116301308-0600-25001.

WE SUGGEST YOU SE THE FOLLOWING METHOD FOR DISBURSEMENT OF THESE FUNDS: MAKE OUT A SINGLE REQUISITION FOR SUPPLIES (FORM A-2 OR LOCAL EQUIVALENT) AND A SINGLE PURCHASE ORDER (FORM FS-455) TO THE VISIT USA COMMITTEE FOR THE ENTIRE
UNCLASSIFIED

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PAGE 02 TOKYO 01133 240142Z

$1,600. THIS WAY, ONLY ONE A-2 (WITH APPROPRIATE COST ESTIMATES) WOULD HAVE TO BE SUBMITTED TO YOUR CONTRACTING OFFICER AND HE WOULD ISSUE BUT ONE PURCHASE ORDER (FS-455) TO THE VISIT USA COMMITTEE. PARTIAL PAYMENTS COULD BE MADE TO THE COMMITTEE UPON SUBMISSION OF INVOICES AND SUPPORTING DOCUMENTS SUCH AS VENDOR'S INVOICES OR RECEIPTS.

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PLS REMEMBER THAT IN ORDER TO BE REIMBURSED IT IS NECESSARY
THAT THE A-2'S BE SUBMITTED BEFORE REPEAT BEFORE THE SERVICE
IS RENDERED AND BE ACCOMPANIED BY A STATEMENT OF ESTIMATED
COSTS. AFTER THE A-2 IS SUBMITTED, THE FS-455 P.O. WILL BE
ISSUED AND BILLINGS CAN BE MADE AGAINST IT FOR PARTIAL
PAYMENTS.

PLS PROCESS ALL A-2'S, P.O.'S AND VOUCHERS THROUGH YOUR
CONTRACTING AND BUDGET OFFICER WITH COPIES TO THE BUDGET AND MANAGEME
NT
OFFICER, AMEMBASSY TOKYO, AND TO USTS/TOKYO.

IF YOU HAVE ANY QUESTIONS OR COMMENTS REGARDING ANY OF THE
ABOVE, PLS REPLY BY CABLE ASAP.
MANSFIELD

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Message Attributes

Automatic Decaptioning: X
Capture Date: 01 jan 1994
Channel Indicators: n/a
Current Classification: UNCLASSIFIED
Concepts: FUND ALLOTMENT, TRADE VISITS, SEMINARS
Control Number: n/a
Copy: SINGLE
Draft Date: 24 jan 1978
Decaption Date: 01 jan 1960
Decaption Note:
Disposition Action: n/a
Disposition Approved on Date:
Disposition Case Number: n/a
Disposition Comment:
Disposition Date: 01 jan 1960
Disposition Event:
Disposition History: n/a
Disposition Reason:
Disposition Remarks:
Document Number: 1978TOKYO01133
Document Source: CORE
Document Unique ID: 00
Drafter: n/a
Enclosure: n/a
Executive Order: N/A
Errors: N/A
Expiration:
Film Number: D780034-1163
Format: TEL
From: TOKYO
Handling Restrictions: n/a
Image Path:
ISecure: 1
Legacy Key: link1978/newtext/t19780127/aaaaawpd.tel
Line Count: 77
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Litigation History:
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Office: ACTION EA
Original Classification: UNCLASSIFIED
Original Handling Restrictions: n/a
Original Previous Classification: n/a
Original Previous Handling Restrictions: n/a
Page Count: 2
Previous Channel Indicators: n/a
Previous Classification: n/a
Previous Handling Restrictions: n/a
Reference: n/a
Retention: 0
Review Action: RELEASED, APPROVED
Review Content Flags:
Review Date: 04 mar 2005
Review Event:
Review Exemptions: n/a
Review Media Identifier:
Review Release Date: n/a
Review Release Event: n/a
Review Transfer Date:
Review Withdrawn Fields: n/a
SAS ID: 3720595
Secure: OPEN
Status: NATIVE
Subject: FUNDS FOR NEW ZEALAND VISIT USA SEMINARS SUMMARY: ALLOWABLE COSTS AND BUDGET PROCEDURES FOR NEW ZEALAND VISIT USA SHOWS ARE OUTLINED. END SUMMARY.
TAGS: ETRD, JA, NZ
To: WELLINGTON
Type: TE
vdkvgwkey: odbc://SAS/SAS.dbo.SAS_Docs/8fd9a1e0-c288-dd11-92da-001cc4696bcc
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20 Mar 2014
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